

MEETING NOTICE

TO: Budget, Finance & Investment Committee

FROM: Joyce Ealy, Chairman

TIME: Thursday, April 9, 2009 – 5:30 P.M.

PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Insurance Report
 - A. Financials
 - B. Recommendation to Renew Flu Shot Program
 - C. Recommendation to Award EAP Program to Life Services EAP
5. General Fund Budget Amendments:
 - A. Information Technology
 - B. General Sessions Court
 - C. Chancery Court
 - D. Juvenile Court
 - E. Pet Adoption & Welfare Services
 - F. Sheriff's Department, Jail, Drug Enforcement (6)
 - G. Long Term Disability
6. General Purpose School Fund Budget Amendments
7. School Building Program Budget Amendment
8. Education Capital Projects Fund Budget Amendments
9. Recommendation to Proceed with Construction of Two Middle Schools and to Accept Bids
10. Resolution Authorizing the Issuance of \$25 Million Capital Outlay Note
11. Recommendation for Funding for New County Clerk Building in Smyrna
12. Proposal from Consolidated Utility District to Purchase Excess Dirt from Lane Agri-Park Site
13. Approve State and Federal Grants for Rutherford County Soil Conservation
14. Accept Juvenile Accountability Block Grant (JABG) Program Funds
15. Approve Energy Efficiency and Conservation Block Grant Application
16. Approve Partnership with the City of Murfreesboro Regarding the neighborhood Stabilization Program
17. Discuss Possible Refinancing Bond Issue
18. Other Business

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To also include items that may be forwarded by Steering Committee & Public Works Committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the March 5, 2009 meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will present the Fund Condition Report for the month ending March 31, 2009.
4. Mrs. Lois Miller, Insurance Director will request approval of the following insurance items:
 - A. Financial Report
 - B. The Insurance Committee has recommended continuing the flu shot program for this fall and future flu shots as long as the county continues to see a positive return on investment.
 - C. The Insurance Committee will be recommending awarding the Employee Assistance Program (EAP) to Life Services EAP effective June 1.
5. **General Fund Budget Amendments:**

- A. The Information Technology Director will be requesting approval of the following budget amendments to provide additional part time assistance and the related benefits for various projects (231 South Corrections Centers, Judicial Building security system, programming assistance, website assistance). An increase to the Communications Account will also be needed due to temporary redundancies for 911 mapping, County Court Clerk, and new phone lines for the judicial building counsel area:

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| From: 101-52600-709 – Data Processing Equipment - | \$36,418 |
| 101-52600-187 – Overtime Pay - | 6,000 |
| 101-52600-355 – Travel - | 1,500 |

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| To: 101-52600-169 – Part Time Personnel - | \$18,000 |
| 101-52600-201 – Social Security - | 744 |
| 101-52600-212 – Employer Medicare - | 174 |
| 101-52600-307 – Communications - | 25,000 |

- B. The General Sessions Court Administrative Supervisor will be requesting approval of the following budget amendment to provide funding to pay the accumulated leave and related benefits for an employee who terminated:

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| From: 101-53300-307 – Communications - | \$ 722 |
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| To: 101-53300-189 – Other Salaries/Wages - | \$ 597 |
| 101-53300-201 – Social Security - | 38 |
| 101-53300-204 – State Retirement - | 77 |
| 101-53300-212 – Employer Medicare - | 10 |

- C. The Chancery Court Clerk & Master will be requesting approval of the following budget transfer to provide additional funding for the Postage Account due to increased volume of mail for tax suits and appeals. Funding is available in the Employee Insurance Account:

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| From: 101-53400-205 – Employee/Dependent Insurance - | \$3,800 |
| To: 101-53400-348 – Postal Charges - | \$3,800 |

- D. The Juvenile Court Judge will be requesting approval of the following budget transfer to provide sufficient funding for Office Supplies, Other Supplies & Materials, Library Books, and Dues and Memberships to complete the remainder of the Fiscal Year. Funds are available in the Other Contracted Services Account, which provides funding for substitute judges when needed:

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| From: 101-53500-399 – Other Contracted Services - | \$2,400 |
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Explanation of Agenda Items (cont'd)

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| To: | 101-53500-435 – Office Supplies - | \$ 250 |
| | 101-53500-499 – Other Supplies/Materials - | 750 |
| | 101-53500-432 – Library Books - | 900 |
| | 101-53500-320 – Dues/Memberships - | 500 |

- E. The PAWS Director will be requesting approval of the following budget amendment to provide sufficient funding for the Utilities Account for the remainder of the Fiscal Year:

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| From: | 101-39000 – Undesignated Fund Balance - | \$16,000 |
| To: | 101-55120-452 – Utilities - | \$16,000 |

- F. The Sheriff's Department will be requesting approval of the following budget amendments and transfers to provide funds to the detective account for the Maples case, to appropriate insurance money and a transfer from the Miscellaneous Judgment Account to replace a totaled vehicle, to transfer within the budget to cover the Medical Isolation Room in Detention, to provide additional funding for custodial supplies, food preparation supplies and prisoner's clothing, to transfer funds within the Drug Enforcement Fund to purchase two vehicles, and to transfer funds within the Detention Budget to cover estimated repairs and maintenance on equipment:

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| From: | 101-54210-354 – Jail/Transportation Other Than Students - | \$ 362 |
| To: | 101-54110-505 – Sheriff's Department/Judgments - | \$ 362 |

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| Increase Revenue: | 101-49700 – Insurance Recovery - | \$17,823 |
| From: | 101-58900-505 – Miscellaneous/Judgments - | 2,778 |

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| Increase Expend.: | 101-54110-718 – Vehicles - | \$20,601 |
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| From: | 101-54210-335 – Jail/Maint./Repair Building - | \$10,000 |
| To: | 101-54210-707 – Jail/Building Improvements - | \$10,000 |

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| From: | 101-54210-710 – Jail/Food Service Equipment - | \$13,500 |
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| To: | 101-54210-410 – Jail/Custodial Supplies - | \$ 6,000 |
| | 101-54210-421 – Jail Food Preparation Supplies - | 3,000 |
| | 101-54210-441 – Jail/Prisoner's Clothing - | 4,500 |

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| From: | 122-54150-196 – Drug Enforce./In-Service Training - | \$ 6,400 |
| | 122-54150-319 – Confidential Drug Enforcement - | 23,000 |

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| To: | 122-54150-718 – Motor Vehicles - | \$29,400 |
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| From: | 101-54210-169 – Jail/Part Time Personnel - | \$ 2,000 |
| | 101-54210-302 – Jail/Advertising - | 1,000 |
| | 101-54210-437 – Periodicals - | 1,500 |

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| To: | 101-54210-336 – Jail/Maint./Repair Equipment - | \$ 4,500 |
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- G. The Finance Director will be requesting approval of the following budget amendment to make adjustments to various departments for the Long Term Disability Insurance:

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| From: | 101-58600-513 – Employee Benefits/Worker's Comp. - | \$ 91 |
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| To: | 101-51760-209 – GIS/Disability Insurance - | \$ 1 |
| | 101-51800-209 – County Buildings/Disability Ins. - | 26 |
| | 101-52300-209 – Property Assessor/Disability Ins. - | 41 |
| | 101-55120-209 – PAWS/Disability Insurance - | 23 |

Explanation of Agenda Items (cont'd)

6. **General Purpose School Fund Budget Amendments:**

The Director of Schools will be requesting approval of the following budget amendment to reallocate budgeted workers' compensation funds for the long-term disability insurance that is part of the On-the-Job Injury program that replaced the county's workers' comp. program beginning in January, 2009. For the General Purpose School budget \$167,450 is being reallocated from workers' comp. to long-term disability. For the Centralized Cafeteria budget, \$3,500 is being reallocated from worker's comp. to long-term disability.

The Director of Schools will be requesting approval of a budget amendment to transfer \$80,821 from budgeted line items in Maintenance of Plant and Regular Capital Outlay in the General Purpose School budget to Phase V 2006 Building Repairs in the School Building Fund to be used for the Siegel High Re-purified Irrigation Water project.

7. **School Building Program Budget Amendment:**

\$40,499 is available in the Phase V, 2006 Repairs that can be amended to fund the balance of the Siegel High Re-purified Irrigation Water Project. The La Vergne Primary HVAC Project has been completed and has \$39,969 available. The Oakland/Riverdale Paving has been completed and \$530 is available. These funds along with the \$80,821 transferred from the General Purpose School Fund will fund the entire \$121,320 project.

The Director of Schools will be requesting approval to amend \$39,969 from the La Vergne Primary HVAC Project and \$530 from the Oakland/Riverdale Paving to the Siegel High Re-purified Irrigation Water Project in Phase V, 2006 Repairs.

8. **Education Capital Projects Budget Amendments:**

The Director of Schools will be requesting approval to appropriate the transfer that was made from the General Purpose School Fund in November, 2008 in the amount of \$91,743:

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| Increase Revenue: | 177-49800 – Transfers In - | \$91,743 |
| Increase Fund Balance: | 177-39000 - | \$91,743 |

The Director of Schools will be requesting approval of the following budget amendment to appropriate \$182,551 from the Education Capital Projects Fund Balance that was not spent in Fiscal 2008, because the budgeted projects were not complete.

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| From: | 177-39000 – Undesignated Fund Balance - | \$182,551 |
| To: | 177-91300-335 – Maint./Repair Buildings - | \$182,551 |

9. The School Board has received a firm bid for the DeJarnett Middle School project, and will be bringing its request for that school and the Buchanan Middle School Project back to the Commission.

The lock and key DeJarnett Middle School project budget is \$21,086,977 or \$5,616,223 less than the \$26,703,200 budget. The pure building cost came in at \$13,625,000 or \$85.16 per square foot.

The Health and Education Committee voted four to two with one abstention to proceed with construction of the two middle schools and accept the bids.

10. If Item 9 is approved for the construction of the two middle schools, the committee will need to consider a \$25 Million Capital Outlay Note to complete the funding for the schools.

11. The Property Management Committee has recommended funding up to \$800,000 for the Smyrna Clerk's building and forwarded the same to the Budget Committee. The motion passed unanimously.

Explanation of Agenda Items (cont'd)

12. The Conservation Board will be requesting approval of a proposal to purchase excess dirt from the Lane Agri-Park site at a rate of \$45 per load not to exceed 350 loads. CUD will load and haul the dirt and smooth the surface and re-sow grass upon completion. It was anticipated the work could be completed in fifteen business days. CUD has requested Lane Agri-Park furnish seed and fertilizer if needed.

The Property Management committee approved the request unanimously with a request to the Budget Committee that the money be designated to go back to the Lane Agri-Park Capital Budget.

13. During the 2008-09 budget process, an additional part time position was approved for the Soil Conservation District contingent upon funding also being approved by the Federal Government and the State of Tennessee. The Soil Conservation District will be requesting authorization for the County Mayor to execute the grant contracts. The part time position will be used to expand the contact of the Soil Conservation District to better serve the public.

14. Rutherford County Government is eligible to receive a grant of \$12,071.00 under the federal Juvenile Accountability Block Grant (JABG) Program authorized under Public Law 105-227. The program is intended to help improve the juvenile justice system and to provide greater accountability for juveniles involved in criminal activities. The award amount is \$12,071.00 and is based on a formula prescribed by federal law and requires a cash match of \$1,341.00.

A request will be made to authorize the County Mayor to accept the grant award.

15. The American Recovery and Reinvestment Act of 2009 appropriated \$3.2 billion for the Energy Efficiency and Conservation Block Grant (EECBG) Program. The EECBG provides grants to U.S. local governments to fund projects that reduce energy use and fossil fuel emissions, and that improve energy efficiency.

Rutherford County's allocation is \$418,600.

A request will be made to authorize the County Mayor to apply for the EECBG with the application deadline being June 25, 2009.

16. A request will be made to approve partnering with the City of Murfreesboro to apply for a grant through the Neighborhood Stabilization Program (NSP). The Tennessee Housing Development Agency (THDA) administers the federally funded NSP to address the problem of abandoned and foreclosed homes. NSP funds will be allocated across Tennessee to areas of greatest need based on the following criteria: areas of the State with the greatest percentage of home foreclosures; areas of the State with the highest percentage of homes financed by subprime mortgages; and areas of the State identified likely to face a significant rise in the rate of home foreclosures.

Funds could be used to purchase vacant foreclosed homes; rehab the homes as needed for resale; or provide down payment assistance to help make the homes affordable.

Rutherford County could be eligible to receive \$227,199.

17. The Finance Director will be presenting information for the committee to consider the refinancing of a bond issue.
18. Other Business